

## PROJECT PERFORMANCE ASSESSMENT DEFINITIONS

- **Goal(s)** - The intent or purpose to be achieved by the project.

The project will be assessed to determine if the achievement of the stated goal(s) is an integral part of the operation/implementation of the project.

- **Objectives** – The specifically desired intent of the activities that will be undertaken and/or performed in order to achieve the project's stated goal(s). The objectives, when clearly defined, provide the mechanism by which the project will meet its goals.

The focus of the assessment will be on the distinct and clear pattern(s) of activities/events, which are taking place and which collectively tend to lead toward the fulfillment of the project's goal(s).

- **Unit(s) of Service** - The units of service provided (i.e., the number of hours of counseling, children/families served, houses rehabilitated, etc.).

The performance assessment will verify documented evidence and on-site operation of the delivery or implementation of the stated service units.

- **Average Cost per Unit** -The average cost per unit of service represents the total CDBG, ESG, and HSEF allocation divided by the number of units provided.

The performance assessment will examine the reasonableness of the average cost per unit of service(s) provided; based on the number of persons served and activities/services performed in relation to the amount(s) of money, time, effort, etc., expended to render the actual unit of service.

- **Performance Measures** - Performance measures are quantitative and qualitative indicators which denote the achievement or lack of achievement of the project's stated goals.

The performance assessment will focus principally on the project's obtainment of the quantitative values assigned to each measure. Additionally, on-site monitoring visits will be employed to observe the quality of the delivery or performance of services/activities.

- **Performance Schedule** - The performance schedule identifies the major milestones for implementation of the project. It provides the anticipated dates when major activities and events will take place during the program year.

The performance assessment will examine the timeliness of the implementation of major project related activities.

- **Expected Outcomes** - The expected outcomes of the project are those results, occurrences and/or benefits, which are directly correlated to the activities of the project. The outcomes are those consequences, anticipated or unexpected, which result as an aftermath of the activities previously conducted to meet the project's stated goals.

The performance assessment will focus on the identification and documentation of the expected outcomes as a direct/indirect consequence or effect of the project activity.

- **CDBG/ESG Allocation** - The actual funds awarded under the Sub-Recipient Agreement, as may be amended.

The performance assessment will examine the amount of the total project allocation in regard to the services provided, average cost per unit of service, and recognized benefit to project participants and the community at large.